



**CITY OF HOUSTON
VEHICLE ADD/DROP FORM**



This is my request to add/drop a vehicle from the fleet of: (write company name on line below)

My HLL number is _____. My CSS number is _____. My current vehicles fleet total is _____.

Check One: ☐ Taxi ☐ Jitney ☐ CSS ☐ School ☐ SGT ☐ LSS ☐ Pedicab ☐ Limo

Check One: ☐ Sedan ☐ SUV ☐ Stretch ☐ 15 Passenger Van ☐ Other _____

Drop Vehicle Information:

YEAR	MAKE	VIN (Last 8 numbers)	LICENSE PLATE	STICKER #	MANUFACTURED SEATING CAPACITY

Add Vehicle Information:

YEAR	MAKE	VIN (Last 8 numbers)	LICENSE PLATE	STICKER #	MANUFACTURED SEATING CAPACITY

Please attach copies of the registration or title, lease agreement if untitled.

Check all that apply:

- ☐ If dropping a vehicle, I have scraped the stickers and attached them to the back of this form.
☐ I was unable to scrap the stickers from my vehicle and have provided a notarized affidavit.
☐ My vehicle was stolen and I have attached a copy of the police report.
☐ I have attached copies of the registration or title and a lease agreement

Printed Name of Permittee Physical Address City State Zip Code

Permittee Signature Mailing Address City State Zip Code

Approved By Date